

**Limestone County  
Emergency Services District #2  
Commissioners Regular Meeting – Minutes  
July 21, 2020**

**Special Notice** Given the current state of our environment (Corona Virus Pandemic) and in an effort to meet requisite safety standards and meeting requirements, this meeting was conducted via the internet. However, all future meetings will be conducted telephonically. All future meetings will offer the public the option to attend telephonically. Instructions will be included on all agendas. This telephonic format will be used until further notice.

The meeting was called to order by Vernon Davis. A quorum was present (telephonically). Attending were Vernon Davis-President, Barbara Hicks-Vice President, Paul Loeffler-Assistant Treasurer, Charles Eastburn-Treasurer and Deborah Gerrard-Secretary. Also attending: Allen McWhirter.

There were no citizen's comments and no citizens joined the meeting.

The minutes from the June 16, 2020 meeting were approved by a unanimous vote.

Vernon Davis informed the Board that the appointment of the Secretary, Deborah Gerrard had been approved. Deborah will be added to the Limestone County ESD # 2 accounts at Farmers State Bank.

**Treasures Report:** The monthly treasure report was provided. The account balance at the end of June was \$63,300.31. Expenses and deposits are represented on the June's treasurer's report check register. Balances for the 3 savings accounts (1) Apparatus \$15,025.50, (2) Replacement \$500. (3) Facilities \$500 was noted. The Treasurer gave a brief overview of July's expenditure and reported that there were still approximately \$2,000 in tax levies outstanding.

**Report of service providers:** Allen McWhirter represented WLLVFD.

For the month of June, there were 8 total calls. There was 1 trash fire call, 5 first responder medical calls, 1 vehicle call, 1 no incident found call. The average response time was 11.15 and the average on-scene time was 40.22.

There were 12 people trained with 27 class hours and 100 personal hours of Operations training in June.

Allen McWhirter informed the members that they participated in a live structure training burn with the Groesbeck Fire Department and they were able to practice their transitional fire attack training.

Allen McWhirter presented the treasurer's report for WLLVFD.

Allen McWhirter presented the mobile equipment report.

Allen McWhirter updated the board with the status of grant requests in respect of AFG, Moody Foundation, Meadows Foundation and Walmart. Paul Loeffler also gave an update regarding the Meadows Foundation Grant and confirmed that he was currently developing a second draft of the proposal.

Allen McWhirter updated the board on the ISO function improvement and reported that the move of the large storage shed from Fire Station No. 1 to Fire station No. 3 had been completed. He further reported that a request had been submitted and granted for an ISO improvement rating for Fire Station No 3.

No further requests for funding were submitted.

Vernon Davis reported that the Bank draft/credit cards were on track.

Vernon Davis asked the Board if they had any recollection on funding/stipend requests requiring a 7-day notice period. Charlie Eastburn confirmed he would not be tied to receiving a 7-day notice period but requested supporting documentation be submitted in advance of stipend requests.

Vernon Davis confirmed that supporting documentation for expenses made during the month are to be provided in a folder by the 5th of the month in a lockbox located at the Fire Department.

Allen McWhirter clarified that the \$3,000 stipend for the awards bucket system no. 2 is a participation award that cannot be calculated until the end of the fiscal year. He further confirmed, Kim McWhirter will provide any supporting documentation for expenses by the 5th of the month.

Vernon Davis gave an update on the tax levy position and the carryover figure and confirmed these figures were only an educated estimate. Further information on the tax levy and carryover figure is to be supplied August 25 and September, respectively.

An explanation was given, and a comparison made between the 2020 and the 2021 budget. A motion was made that ESD#2 Limestone County accepts the 2021 budget as it is written. The motion was passed unanimously.

Vernon Davis gave an update on the clothing order. A polo shirt is to be provided to the newly appointed Secretary but a minimum order of 6 shirts is required to place an order. Therefore, it was proposed that long-sleeved white shirts be added to the order so that Board members would look presentable and professional at elections and conferences. It was also proposed that hats be purchased, but a minimum order of 12 was required. All extra hats to be stored for any upcoming and/or new Board members. Each item of clothing to include the ESD#2 insignia. A motion was made to purchase the shirts and hats for ESD#2 through the ESD#2 budget. Paul Loeffler abstained from the vote. The motion was passed.

Vernon Davis reported to the Board on a breakfast that himself, and Eveline Davis, provided to the Fire Department training once a quarter to show their support and appreciation. Barbara Hicks offered her assistance to help with breakfast. A motion was made that \$50.00 per quarter be provided for breakfast in appreciation of the Fire Departments' efforts. The motion was passed unanimously.

Vernon Davis suggested a second Debit card be obtained to assist with major transactions. After discussion, a motion was made that Vernon Davis request a duplicate debit card with the same account numbers for purchases related to ESD#2 issues.

After further discussion, an amended motion was made by Paul Loeffler. To amend, that this is for the second duplicate debit card and is for the exclusive use of Vernon Davis. Charlie Eastburn approved the amendment. The amended motion was passed unanimously.

Debbie Gerrard, Secretary introduced herself to the Board.

The motion to adjourn was made and unanimously voted upon.

**Approved**

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**Date** \_\_\_\_\_

